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DEPARTMENT OF EDUCATION

IMPARTIAL HEARING OFFICE

Attention: **Melissa Machado,****Case Manager**

131 Livingston Street

Brooklyn, New York 11201

October 7, 2006

Re: Amanda Pierre**CSE Case # 22-27302****NYCID: #262-334-303**

Dear Ms. Machado:

Our firm represents the parents of Amanda Pierre. She is a child with special needs and has been attending Winston Preparatory, a non-approved private school for the academic years '05-'06 and '06-'07. We are requesting reimbursement of tuition and other expenses related to her educational needs. Please schedule an Impartial Hearing(s) on these matters as soon as possible. If you have any questions please let me know.

Thank you for your assistance.

Very truly yours,



Sanford S. Stevens

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